

Minutes
Regular Meeting
Hertford County Board of Commissioners
Multi-Purpose Room – Judicial Center
Monday, October 19, 2015
7:00 P.M.

Present: William F. Mitchell, Jr., Ronald J. Gatling, and F. Garry Lewter

Absent: Johnnie R. Farmer and Curtis A. Freeman, Sr.

Also Present with the Board: Loria D. Williams, County Manager; M. Ray Wiggins, Assistant County Manager; Charles L. Revelle, III, County Attorney; and Shelia W. Matthews, Clerk to the Board

Chairman William F. Mitchell, Jr., called the meeting to order and provided the invocation.

COMMISSIONERS

On a motion by Gatling and a second by Lewter, the Board voted unanimously to amend the agenda to include Memo #8355 (A) to approve a resolution as it relates to the renovation of County Office Building #1.

TAX

On a motion by Lewter and a second by Gatling, the Board voted unanimously to accept the following Tax Releases for September, 2015, as well as the Vehicle Tax Releases for September, 2015, and the Tax Collection Percentage Report:

TOTAL VALUE APPROVED THIS REPORT (2015 LEVY)	107,790.00
TOTAL TAX RELEASED THIS REPORT (2015 LEVY)	1,182.76
TOTAL VALUE APPROVED THIS REPORT (PRIOR LEVY)	69,670.00
TOTAL TAX RELEASED THIS REPORT (PRIOR LEVY)	943.66
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2015)	150.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2015)	150.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2014)	65.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2014)	65.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2013)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2013)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2012)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2011)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2011)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2010)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2010)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2009)	00.00

TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2009)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2008)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2008)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2007)	00.00
TOTAL TAX RELEASED THIS REPORT (W01 COLL/RECYCLE 2006)	00.00
TOTAL TAX RELEASED THIS REPORT (W02 LANDFILL OPERATION 2006)	00.00

PUBLIC COMMENT PERIOD

There were no citizens to speak during Public Comment Period.

TAX

On a motion by Lewter and a second by Gatling, the Board voted unanimously to approve a tax refund of interest paid in the amount of \$577.62 on leasehold #6923-51-399601. The owner of the parcel was not notified of the leasehold merge and taxes due. This refund should be made to:

Mr. Horace Brown
151B Bethany Church Road
Cofield, NC 27922

FIRE

Chris Smith, Emergency Management Director/Fire Marshal, presented Contracts to Provide Fire Protection and Hazard Response for eleven (11) fire departments as follows: Ahoskie, Ahoskie Rural, Como, Harrellsville, Millennium, Murfreesboro, Severn, St. John, Union, Winton, and Woodland. These are three-year contracts. Automatic mutual aid has been added but will **nottake** effect until the E-911 Communications Center is functioning.

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the eleven (11) Contracts to Provide Fire Protection and Hazard Response, with the expectation of approving a contract with Powellsville Fire Department at a later date.

E-911

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the contract with Southern Software in the amount of \$107,090 for Computer Aided Dispatch (CAD).

On a motion by Gatling and a second by Lewter, the Board voted unanimously to amend the amount of the previous motion to \$111,340.

On a motion by Lewter and a second by Gatling, the Board voted unanimously to approve the contract with Southeastern Cable Products in the amount of \$264,096.66 for radio consoles.

On a motion by Lewter and a second by Gatling, the Board voted unanimously to approve the contract with Edge One Solutions in the amount of \$29,971 for E-911 answering equipment.

COUNTY PROPERTY

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the following resolution as presented by Ray Wiggins, Assistant County Manager:

RESOLUTION APPROVING THE CONVEYANCE OF SURPLUS PROPERTY TO HERTFORD COUNTY PUBLIC SCHOOLS

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Tuesday, October 13, 2015 a notice of intent to donate surplus/unused property was posted at the Courthouse and County Administration Office Building 1.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment I which are located in the County Administration Building 1 and the old County Courthouse is; and
2. Said equipment is hereby donated to the Hertford County Public Schools in accordance with G.S. 160A-280.

Adopted this the 19th day of October 2015.

ATTACHMENT I

NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO HERTFORD COUNTY PUBLIC SCHOOLS

IN ACCORDANCE WITH G.S. 160A-280

1. Executive Desk Chair (2)
2. Four Drawer Lateral File Cabinet
3. Wood Book Case (4)
4. 72" Folding Table

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the following resolution as presented by Ray Wiggins, Assistant County Manager:

**RESOLUTION APPROVING
THE CONVEYANCE OF SURPLUS PROPERTY
TO THE TOWN OF COFIELD**

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Tuesday, October 13, 2015 a notice of intent to donate surplus/unused property was posted at the Courthouse and County Administration Office Building 1.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment II which are located in the County Administration Building 1 and the old County Courthouse is; and
2. Said equipment is hereby donated to the Town of Cofield in accordance with G.S. 160A-280.

Adopted this the 19th day of October 2015.

ATTACHMENT II

**NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO
TOWN OF COFIELD, NC**

IN ACCORDANCE WITH G.S. 160A-280

1. Workstation with computer table
2. Office Desk (3)
3. 96" Conference Table (2)
4. 72" Folding Table (5)
5. 52" Table (2)
6. Computer Table
7. Desk Chair (18)
8. Reception Chair (5)

9. Wood Chair with Back/Arm Rest (45)
10. Two Drawer File Cabinet (3)
11. File Drawer/Cabinet/Safe
12. Tall Wood Book Case

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the following resolution as presented by Ray Wiggins, Assistant County Manager:

**RESOLUTION APPROVING
THE CONVEYANCE OF SURPLUS PROPERTY
TO THE ELKS GRAND LODGE OF WINTON, NC**

WHEREAS, under G.S. 160A-280 a county may donate to another governmental unit within the United States, a sister county, or a nonprofit organization incorporated by the United States any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete or unused; and

WHEREAS, this same statute requires the county to post a public notice at least five days prior to the adoption of a resolution approving said donation; and

WHEREAS, on Tuesday, October 13, 2015 a notice of intent to donate surplus/unused property was posted at the Courthouse and County Administration Office Building 1.

NOW, THEREFORE BE IT RESOLVED by the Hertford County Board of Commissioners that:

1. The furniture items listed in Attachment III which are located in the County Administration Building 1 and the old County Courthouse is; and
2. Said equipment is hereby donated to the Elks Grand Lodge of Winton, NC in accordance with G.S. 160A-280.

Adopted this the 19th day of October 2015.

ATTACHMENT III

**NOTICE OF INTENT TO DONATE SURPLUS/UNUSED PROPERTY LISTED TO
ELKS GRAND LODGE OF WINTON, NC**

IN ACCORDANCE WITH G.S. 160A-280

1. Desk with Hutch
2. Desk
3. Credenza
4. Desk Chair (6)

5. Executive Chair
6. Reception Chair (7)
7. Two Drawer File Cabinet (2)
8. Four Drawer File Cabinet
9. Metal File Stand
10. Wood Book Case (2)
11. Work Table with Folding Top
12. Equipment Table
13. Display Case
14. Wood Document Holder
15. Plastic Office Trash Can (30)

ELECTIONS

Sheila F. Privott, Director of Elections, was present with an update from the Elections Office. She made the Commissioners aware of HB 373 – explaining that County Commissioners, Register of Deeds, House of Representatives and Senators will file in December instead of February. She also explained that the electronic poll books will be in place for the November 3rd Municipal Election.

AMBULANCE FRANCHISE

James Broglin, EMS Director, was present requesting approval of a franchise request from Med-Ex. The Medical Services Transportation Advisory Council received an application from MedEx Medical Transportation, Inc. to provide non-emergency transports at the paramedic level. The Council is recommending franchising MedEx to provide paramedic non-emergency interfacility transports with the contingency of their paramedic advancement with NCOEMS.

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the paramedic franchise for MedEx as presented by James Broglin.

COMMISSIONERS

On a motion by Lewter and a second by Gatling, the Board voted unanimously to approve support of co-sponsoring a Halloween Festival with the Parks & Recreation Commission in collaboration with Riverview Elementary School, as well as allowing the purchase of candy and prizes with a limit of \$1,000, as presented by Vice-Chairman Ronald J. Gatling.

BOARD APPOINTMENTS

Hertford County Public Health Authority Board

On a motion by Gatling and a second by Lewter, the Board voted unanimously to appoint Susan Brinkley to the Hertford County Public Health Authority Board to fill the vacant Hospital Administrator position. This three-year term will expire on June 30, 2018.

Shelia W. Matthews, Clerk to the Board, reviewed the following list of upcoming board vacancies that will be advertised:

BOARD VACANCIES

The following Board vacancies will be advertised in the R-C News-Herald and listed on our website:

<u>Board</u>	<u>Term Expiration</u>	<u>Positions</u>
CADA Board	01-01-16	1
Hertford County Economic Development Commission	01-01-16	3
Hertford County Planning & Zoning Boards	01-01-16	2

Still Have Vacancies:

Joint Community Advisory Committee	3
Medical Services Transportation Advisory Council	1

RESOLUTIONS

On a motion by Gatling and a second by Lewter, the Board voted unanimously to approve the following resolution as presented by Loria D. Williams, County Manager:

RESOLUTION DECLARING OFFICIAL INTENT TO REIMBURSE EXPENDITURES WITH PROCEEDS OF DEBT PURSUANT TO UNITED STATE DEPARTMENT OF TREASURY REGULATIONS

BE IT RESOLVED, by the Board of Commissioners for Hertford County, North Carolina:

Section 1. The Board hereby finds, determines and declares as follows:

- (a) Treasury Regulations Section 1.150-2 (the "Regulations"), promulgated by the United States Department of Treasury on June 18, 1993, prescribes certain specific procedures applicable to certain obligations issued by the County after June 30, 1993, including, without limitation, a requirement that the County timely declare its official intent to reimburse certain expenditures with the proceeds of debt to be issued thereafter by the County.
- (b) The County has advanced and/or will advance its own funds to pay certain capital costs (the "Original Expenditures") associated with the County's design, and renovation of the County Administration Office Building #1.

- (c) The funds heretofore advanced or to be advanced by the county to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that were otherwise earmarked or intended to be used by the County to permanently finance the Original Expenditures.
- (d) As of the date hereof, the County reasonably expects that it will reimburse itself for such Original Expenditures with the proceeds of debt to be incurred by the County, and the maximum principal amount of debt to be incurred with the respect to the Project is expected to be \$2,525,000.
- (e) All Original Expenditures to be reimbursed by the County were paid no more than 60 days prior to, or will be paid on or after the date of, this declaration of official intent. The County understands that such reimbursement must occur not later than 18 months after the later of the (i) the date the Original Expenditure was paid; or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the Original Expenditure was paid.

Section 2.Effective Date. This resolution shall take effect upon its passage this 19th day of October, 2015.

COUNTY MANAGER'S UPDATE

Loria D. Williams, County Manager, shared the Rural Operating Assistance Program (ROAP) Application for FY 2016 with the Board and shared that a Public Hearing is no longer required. The allocations are as follows:

Hertford County Office of Aging	\$32,665
Hertford County DSS	\$18,847
	\$ 8,033
Choanoke Public Trans. Authority	\$53,188

She also announced that the final report was back from the Courthouse humidity/mold issue, and the Courthouse has received a "clean bill of health". She has the report available for anyone wishing to see it.

COMMISSIONERS' COMMENTS

- Commissioner Lewter thanked the County Manager and staff for being on top of the Courthouse mold issue
- Vice-Chairman Gatling invited everyone to the Halloween Carnival on October 31 at Riverview Elementary School from 6:00 P.M. to 9:00 P.M.
- Chairman Mitchell also thanked staff regarding the Courthouse mold issue

On a motion by Gatling and a second by Lewter, the Board voted unanimously to recess Regular Session to go into a scheduled Closed Session as allowed under G.S. 143-318.11 (a) (3) to consult with the County Attorney and (6) to discuss personnel matters.

CLOSED SESSION

Minutes of Closed Session are on file in the office of the Clerk to the Board.

REGULAR SESSION

On a motion by Lewter and a second by Gatling, the Board voted unanimously to adjourn.